

**ENGINEERING/OPERATIONS COMMITTEE MEETING RECAP
NOVEMBER 12, 2009**

COMMITTEE MEMBERS PRESENT

Jim Haselton, Committee Chair
Ed Mandich, Committee Member

STAFF PRESENT

Don Chadd, General Manager
Hector Ruiz, District Engineer
Sharon E. Smith, Secretary/Treasurer
Kris Hanberg, Wastewater Supervisor
Bob Beck, Maintenance Supervisor
Teresa Teichman, Assistant to the General Manager
Michael Perea, Special Projects Manager

PUBLIC PRESENT

No members of the public were present.

CALL THE MEETING TO ORDER

Committee Chair Haselton called the November 12, 2009
Engineering/Operational Committee Meeting to order at 7:05 a.m.

PUBLIC PARTICIPATION

Public comments were announced. There were no oral or written
comments.

ORAL COMMUNICATION

There were no comments.

COMMITTEE MEMBER COMMENTS

There were no comments.

REPORT FROM THE GENERAL MANAGER

General Manager, Don Chadd, stated that the written proposal from
the Municipal Water District of Orange County (MWDOC) was
received late afternoon on Monday, November 9, 2009.

PROJECT MANAGEMENT

ITEM NO. 1A) STATUS UPDATE RELATING TO THE BAKER REGIONAL
WATER TREATMENT FACILITY

Mr. Hector Ruiz, District Engineer, reviewed information from the November 7, 2009 Special Board Workshop including the revised total plant capacity of 43.5 cubic feet per second (cfs) with TCWD's capacity being 4.6 percent, or 2 cfs.

Mr. Ruiz advised the Baker Committee meeting scheduled for this afternoon has been canceled and is scheduled to meet again on December 16, 2009.

Mr. Ruiz discussed the attached Amendment No. 1 to the Baker Water Treatment Plant Agreement and the Memorandum of Understanding (MOU) for the Baker Water Treatment Plant Agreement, both of which will be agendized for the Boards consideration at the November 18, 2009 Regular Board Meeting.

A status update will be provided to the Board of Directors at the November 18, 2009 Regular Board Meeting.

The Engineering/Operational Committee received the staff report and status update and has recommended that the Board approve Amendment No.1 and the M.O.U. (Action Calendar)

ITEM NO. 1B) DISCUSSION RELATING TO ROSE CANYON AND LANG WELLS
GROUNDWATER TREATMENT FACILITY

Mr. Ruiz advised the project currently is out to bid and the first addendum has been issued which changed the bid due date from November 16, 2009 to November 18, 2009. Mr. Ruiz advised he currently is working on the second addendum.

A status update will be provided to the Board of Directors at the November 18, 2009 Regular Board Meeting.

The Engineering/Operational Committee received the staff report and status update. No action taken.

ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
NOVEMBER 12, 2009
PAGE 3

ITEM NO. 1C) DISCUSSION RELATING TO CALIFORNIA DROUGHT AND
WATER CONSERVATION EFFORTS

Mr. Don Chadd, General Manager, reviewed the current drought status in southern California and mentioned the November issue of the District's news letter, *On-Tap*, acknowledges the efforts made by customers within the District and also provides more water saving tips.

Mr. Chadd also discussed the current conditions of the Oso Reservoir which lies within the Santa Margarita Water Districts boundaries.

The Engineering and Operational Committee received the status update. No action taken.

ITEM NO. 1D) STATUS UPDATE RELATED TO WATER MONITORING

Mr. Chadd reviewed the attached spreadsheet which charts the District's monthly water usage for the 09-10 Fiscal year to date along with the adjusted baseline calculations as compared to actual usage during 08-09 Fiscal year.

Mr. Chadd reiterated TCWD's reduced water allocation is 2,847 acre feet for fiscal year 2009/2010.

The Engineering/Operational Committee received the status report. No action taken.

ITEM NO. 1E) DISCUSSION RELATING TO WATER RELIABILITY AND
EMERGENCY STORAGE FEE

Mr. Chadd stated there are no changes or updates from last month's Committee meeting. Mr. Chadd stated this item has been left on the agenda for several months to ensure the community has ample opportunity to become informed.

The Engineering/Operational Committee received the information. No action taken.

ITEM NO. 1F) DISCUSSION RELATING TO POTENTIAL AD VALOREM
PROPERTY TAX

Mr. Chadd stated there are no changes or updates from last month's Committee meeting to report on at this time. Mr. Chadd

ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
NOVEMBER 12, 2009
PAGE 4

reminded the Committee this fee would be for a twelve month period.

Ms. Sharon Smith, District Treasurer, informed the Committee that the District has received four written protests to date.

The Engineering/Operational Committee received the information. No action taken.

ITEM NO. 1G) STATUS UPDATES REGARDING ON-GOING ENGINEERING PROJECTS

1. Golf Club Lift Station Upgrades/Rehabilitation

Mr. Ruiz stated the two submersible pumps have been installed by District staff and each operates quietly with little to no vibration. Staff will be evaluating replacement of the dry pit pumps and the surge tank.

2. Water Systems Inter-Tie Reliability Study

Mr. Ruiz advised there are no changes or updates since the last Committee meeting. Mr. Ruiz stated the District will meet with staff from the Irvine Ranch Water District to finalize the Inter-Tie Reliability Study.

3. Emergency Generator, Dimension Water Treatment Plant

Mr. Ruiz advised there are no changes from last months Committee meeting.

4. Shadow Rock Detention Basin Project

Mr. Ruiz advised he has submitted the electrical options to Southern California Edison (SCE) as it relates to the power required for this site. A site visit with SCE is scheduled for November 16, 2009.

5. T-mobile Trabuco Highlands Reservoir Antenna Installation

No changes since the last Committee meeting. T-Mobile continues to work with the County of Orange and has reached an agreement with the Home Owner Association (HOA) for an easement across the HOA's property.

6. Brookseed/Dove Water Main Inter-Tie/Fire Line

Mr. Ruiz stated he is working with the engineering firm for the layout and easement of the 8-inch water line.

7. Other Projects

No other projects were discussed.

The Engineering/Operational Committee received the status updates. No action taken.

ITEM 1H) STATUS UPDATES AND POSSIBLE ACTION REGARDING
ACTIVE DEVELOPMENTS

1. Orange County Fire Authority Sewer System Project

Mr. Ruiz stated he anticipates receiving the signed agreement from the Orange County Fire Authority (OCFA) by November 19, 2009. Mr. Ruiz advised OCFA will also be signing their agreements with the County of Orange pending approval of their California Environmental Quality Act (CEQA) documents.

Mr. Ruiz mentioned that staff has prepared an amendment to the Agreement between TCWD and the County of Orange. The amendment is an acknowledgement by TCWD and the county of Orange that the OCFA will connect to the sewer system. This information will be agendaized for the Boards consideration at the November 18, 2009 Regular Board Meeting.

2. Oaks at Trabuco

There is no new activity to report.

3. Rancho Las Lomas

There is no new activity to report.

4. Other Active Developments

No other developments were discussed.

ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP
NOVEMBER 12, 2009
PAGE 6

The Engineering/Operational Committee received the staff report and status update and recommended that the Amendment be placed on the Consent calendar at the next Regular Board Meeting. (Consent Calendar)

ITEM NO. 1I) WATER SYSTEM STATUS UPDATE

Mr. Chadd provided the October 2009 update.

Source Water Production

1. The water treatment plant production totaled 262 acre feet.
2. The Rose Canyon and Lang Wells produced zero acre feet.
3. The average daily demand for the month of October was 8.1 acre feet, or 4.1 cfs.

Projects and Repairs

1. Water Department personnel repaired an 8-inch water pipeline at the Marchosky residence.
2. Water Department Personnel continued valve exercising within the Dove Canyon Community.
3. Water Department Personnel repaired a 2-inch water service line at the Falcon Estates.

The Engineering/Operational Committee received the status update. No action taken.

ITEM NO. 1J) WASTEWATER SYSTEM STATUS UPDATE

Mr. Kris Hanberg, Wastewater Supervisor, provided the October 2009 status update.

Robinson Ranch Wastewater Treatment Plant

1. The reclaimed water production totaled 60 acre feet.
2. The recycled water demand was 82 acre feet.
3. Dove Lake had 8.2 feet of freeboard.
4. The reclaimed water reservoir had 20 feet of freeboard.
5. The District pumped a total of 4.2 acre feet from Dove Lake.
6. The Dry Season Water Recovery Project produced 11.2 acre feet in October.

ENGINEERING/OPERATIONAL COMMITTEE MEETING
NOVEMBER 12, 2009
PAGE 7

Projects

1. District personnel painted the exterior of the Plano Lift Station.

Mr. Hanberg also discussed the Sewer System Management Plan (SSMP) Report for October and reviewed the information provided on the attached SSMP Quarterly Report.

The Engineering/Operational Committee received the status update. No action taken.

ITEM NO. 1K) OCTOBER 2009 OPERATIONAL REPORT REVIEW

There were no anomalies to report.

The Engineering/Operational Committee received and filed the report. No action taken.

ITEM NO. 1L) ENGINEERING/OPERATIONAL COMMITTEE MEETING RECAP

No changes were made to the Engineering/Operational recap.

The Engineering/Operational Committee recommended that the Board receive and file the November 12, 2009 Engineering/Operational Committee Meeting Recap. (Consent Calendar)

ITEM NO. 1M) OTHER MATTERS/REPORT

Mr. Chadd reported the Districts ACS billing and financial system will have a software and hardware upgrade over a three day period beginning on Monday, November 16, 2009. The upgrades will include a Purchase Order and Service Order module which will streamline current processes within the customer service and finance departments.

Mr. Chadd also stated the District will begin using an automated calling service, Call-Em-All, beginning Monday, November 16, 2009. The automated calling service will be utilized to contact customers with past due balances and notification of a pending meter lock-off.

ENGINEERING/OPERATIONAL COMMITTEE MEETING
NOVEMBER 12, 2009
PAGE 8

The automated calling service will save several hours of customer service staff time each week and will serve as a consistent message to customers with past due balances.

Mr. Chadd stated the first round of interviews for the current Senior Meter Reader position were completed on November 10, 2009 and final interviews are scheduled for November 19, 2009. Mr. Chadd mentioned there were several qualified candidates.

ADJOURNMENT

Committee Member Mandich adjourned the September 10, 2009 Engineering/Operational Committee Meeting at 7:48 a.m.

DRAFT